



Arizona Department of Education  
**Research and Evaluation Section**  
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### MEMORANDUM

**TO:** Superintendents, Charter Holders, Principals, and Testing Coordinators

**FROM:** Dr. Ildiko I. Laczko-Kerr  
Deputy Associate Superintendent

**DATE:** March 18, 2004

**SUBJECT:** Notification of Comprehensive Timelines for Data Collection and Reporting for  
AZ LEARNS and NCLB  
(Ref#RE04001-EH)

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#### Reporting Dates

With the passage of state and federal legislation requiring the Arizona Department of Education to report assessment results as well as school accountability decisions, Research and Evaluation has developed a comprehensive timeline for assessment and accountability reporting. **All data will be embargoed until the public release dates provided below; these data are embargoed to allow schools to verify and update all data required for accountability calculations and to ensure the accuracy of all assessment results released to the public. In order to provide consistent information to the public, schools and districts are required to adhere to the embargo policy provided by the ADE.** The ADE will release data to schools and districts on the dates provided below.

Embargoed Data Release to Districts/Schools		Public Data Release	
AIMS- Category 1 & 2 calculations; Data available for download via the ADE Common Logon	<b>July 28, 2004</b>	AIMS- Category 1& 2 calculations; Report Wizard updated	<b>September 1, 2004</b>
SAT 9- Category 1 & 2 calculations; Data available for download via the ADE Common Logon	<b>August 16, 2004</b>	SAT 9- Category 1& 2 calculations	<b>September 1, 2004</b>
Adequate Yearly Progress- All schools and districts (Preliminary determination)	<b>August 2, 2004</b>	Adequate Yearly Progress- All schools and districts (Final determination)	<b>September 1, 2004</b>
Measure of Academic Progress (MAP)- school and district calculations	<b>September 9, 2004</b>	Measure of Academic Progress (MAP)- school and district calculations	<b>September 20, 2004</b>
AZ LEARNS Achievement Profiles (Preliminary determination)	<b>September 15, 2004</b>	AZ LEARNS Achievement Profiles (Final determination)	<b>October 15, 2004</b>

Public Release	Date
Adequate Yearly Progress- State results	<b>September 7, 2004</b>
School Report Cards	<b>November 22, 2004</b>
District and State Report Cards	<b>December 1, 2004</b>

## Data Collection/Application Dates

With the passage of state and federal legislation requiring the Arizona Department of Education to calculate school, district and state accountability decisions, Research and Evaluation has developed a comprehensive timeline for data collection and supporting application deadlines. **These deadlines will be strictly adhered to in order to meet extremely stringent reporting timelines.**

Please be aware that A.R.S. § 15-241(b) states that “Each school shall submit to the department any data that is required and requested and is necessary to compile an achievement profile. A school that fails to submit the information that is necessary is not eligible to receive monies from the classroom site fund established by § 15-977.”

Additionally, the Arizona Department of Education has developed policy regarding competitive federal grant awards to LEAs that are out of compliance with state and/or federal regulations. The Arizona Department of Education will not consider eligible for grant awards any applicant, organization or entity who is out of compliance with applicable federal or state law, regulation, department rule, policy, state plan or the provisions of any grant application.

**Failure to submit the following data or adhere to Research and Evaluation timelines may result in the withholding of classroom site fund monies as indicated in A.R.S. § 15-241 and/or make the LEA ineligible for competitive federal grants.**

Data Collection or Application	Opening Date	Closing Date
Graduation Rate Application	April 15, 2004	July 9, 2004
Year End Enrollment Application	April 15, 2004	July 16, 2004
AZ LEARNS/AYP Data Verification-AIMS SAIS student level demographic data to be cleaned for AYP calculations	<del>May 3, 2004</del> May 10, 2004*	<del>June 30, 2004</del> July 07, 2004*
School Report Card Application	May 10, 2004	<del>July 30, 2004</del> September 03, 2004*
Adequate Yearly Progress (AYP) Statistical and Substantive Appeals- School and District	August 2, 2004	August 10, 2004
SAT 9 Data Verification and Cleaning (Category 1& 2 and MAP calculations)	August 16, 2004	August 30, 2004
AZ LEARNS Statistical and Substantive Appeals	September 15, 2004	September 30, 2004
USDOE Graduate Survey	April 15, 2004	November 15, 2004

I appreciate your attention to these upcoming calendar events as well as your ongoing cooperation. Research and Evaluation will be providing you more detailed information, directions for completing applications as well as reminders regarding each of the events outline in this memo as they approach. Please be sure to share this information with district and school staff as necessary.

If you have any questions regarding this information, please feel free to contact Research and Evaluation at 602-542-5151 or email [achieve@ade.az.gov](mailto:achieve@ade.az.gov).

\*May 27, 2004

The Report Card Application will remain open until September 03, 2004 to enable schools/districts to submit current year information for SY 2004-2005

\* May 05, 2004

Due to technical difficulties the AYP and AZ LEARNS Achievement Profile Student Level Data Verification will be opening on Monday, May 10, 2004. The application will close promptly at 5:00PM on Wednesday, July 7, 2004. Schools and LEAs are asked to verify all student level data and school information that will be used in AYP and AZ LEARNS Achievement Profile calculations this year.